

AO 440 (Rev. 06/12) Summons in a Civil Action

# UNITED STATES DISTRICT COURT

for the

Southern District of New York

E.G., individually and as parent and natural guardian  
of A.I. and L.I., minor children et al.

*Plaintiff(s)*

v.

THE CITY OF NEW YORK; NEW YORK CITY  
DEPARTMENT OF EDUCATION; RICHARD A.  
CARRANZA, as Chancellor of the New York City  
Department of Education; et al.

*Defendant(s)*

Civil Action No.

## SUMMONS IN A CIVIL ACTION

To: *(Defendant's name and address)* See attached rider.

A lawsuit has been filed against you.

Within 21 days after service of this summons on you (not counting the day you received it) — or 60 days if you are the United States or a United States agency, or an officer or employee of the United States described in Fed. R. Civ. P. 12 (a)(2) or (3) — you must serve on the plaintiff an answer to the attached complaint or a motion under Rule 12 of the Federal Rules of Civil Procedure. The answer or motion must be served on the plaintiff or plaintiff's attorney, whose name and address are:

Grant R. Mainland (Milbank LLP)  
55 Hudson Yards, 33rd Floor, New York, NY 10001

Susan J. Horwitz (The Legal Aid Society)  
199 Water Street, New York, NY 10038

If you fail to respond, judgment by default will be entered against you for the relief demanded in the complaint. You also must file your answer or motion with the court.

CLERK OF COURT

Date: \_\_\_\_\_

\_\_\_\_\_  
*Signature of Clerk or Deputy Clerk*

Civil Action No. \_\_\_\_\_

**PROOF OF SERVICE***(This section should not be filed with the court unless required by Fed. R. Civ. P. 4 (l))*

This summons for *(name of individual and title, if any)* \_\_\_\_\_  
 was received by me on *(date)* \_\_\_\_\_ .

☐ I personally served the summons on the individual at *(place)* \_\_\_\_\_  
 \_\_\_\_\_ on *(date)* \_\_\_\_\_ ; or

☐ I left the summons at the individual's residence or usual place of abode with *(name)* \_\_\_\_\_  
 \_\_\_\_\_, a person of suitable age and discretion who resides there,  
 on *(date)* \_\_\_\_\_, and mailed a copy to the individual's last known address; or

☐ I served the summons on *(name of individual)* \_\_\_\_\_, who is  
 designated by law to accept service of process on behalf of *(name of organization)* \_\_\_\_\_  
 \_\_\_\_\_ on *(date)* \_\_\_\_\_ ; or

☐ I returned the summons unexecuted because \_\_\_\_\_ ; or

☐ Other *(specify)*: \_\_\_\_\_

My fees are \$ \_\_\_\_\_ for travel and \$ \_\_\_\_\_ for services, for a total of \$ 0.00 .

I declare under penalty of perjury that this information is true.

Date: \_\_\_\_\_

\_\_\_\_\_  
*Server's signature*

\_\_\_\_\_  
*Printed name and title*

\_\_\_\_\_  
*Server's address*

Additional information regarding attempted service, etc:

**SUMMONS RIDER**

The City of New York  
C/O CORPORATION COUNSEL OF THE CITY OF NEW YORK  
100 CHURCH STREET  
NEW YORK, NY 10007

New York City Department of Education  
52 CHAMBERS STREET  
NEW YORK, NY 10007

Richard A. Carranza  
NEW YORK CITY DEPARTMENT OF EDUCATION  
52 CHAMBERS STREET  
NEW YORK, NY 10007

New York City Department of Social Services  
150 GREENWICH STREET  
NEW YORK, NY 10007

Steven Banks  
NEW YORK CITY DEPARTMENT OF SOCIAL SERVICES  
150 GREENWICH STREET  
NEW YORK, NY 10007

New York City Department of Homeless Services  
33 BEAVER STREET, 17TH FL.  
NEW YORK, NY 10004

Joslyn Carter  
NEW YORK CITY DEPARTMENT OF HOMELESS SERVICES  
33 BEAVER STREET, 17TH FL.  
NEW YORK, NY 10004

New York City Human Resources Administration  
4 WORLD TRADE CENTER  
150 GREENWICH STREET, 38TH FL.  
NEW YORK, NY 10007

Gary Jenkins  
NEW YORK CITY HUMAN RESOURCES ADMINISTRATION  
4 WORLD TRADE CENTER  
150 GREENWICH STREET, 38TH FL.  
NEW YORK, NY 10007

New York City Department of Information Technology and Telecommunications  
255 GREENWICH STREET, 9TH FL.  
NEW YORK, NY 10007

Jessica Tisch  
NEW YORK CITY DEPARTMENT OF INFORMATION TECHNOLOGY AND  
TELECOMMUNICATIONS  
255 GREENWICH STREET  
NEW YORK, NY 10007